

SECRET

19 July 1974

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Indoctrination and Orientation Film on the Agency

REFERENCE : (a) Memo dtd 5 Jul 74 to DD/M&S fm DTR;
same subject

(b) Memo dtd 12 Jul 74 fm DDI Management
Staff; A New Film on CIA?

1. We responded in referent a to the proposal for a new orientation film. Subsequently, we have reviewed the DDI Management Staff paper, referent b, and reaffirm our support of the idea.

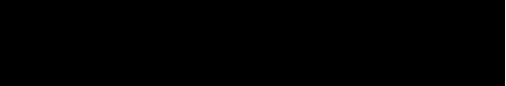
2. We certainly will not quibble over the length of the condensed version, i.e., whether it is 15 or 20 to 25 minutes in length. The purpose clearly is to provide briefing officers with a useful visual aid. A longer version of 45 to 60 minutes would also be very useful to OTR.

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3. The cost estimate we cited in referent a of \$350,000 is, admittedly, comfortably high. However, given the enormous change in our economy and related production costs since "A Need to Know" was made, we believe the DDI figure of \$100,000 is easily 50% deficient in estimating what the actual cost of a professionally produced film would be. We must emphasize that OTR does not have the resources to be of much assistance with the project. We will, however, provide as much advice and guidance as our regular activities permit.

4. Although we believe most of the DDI substantive suggestions are excellent, we are inclined to suggest that the film go easy on basic organization, such as naming the four directorates and specific components (para 4 of referent b). Describing the functions of all directorates is an excellent idea, but using specific names and citing organizational structures would only cause the film to become outdated much faster.

Distribution:
0 & 1 - Adse.
1 - C/PDS
2 - DTR
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:ka:j


Alfonso Rodriguez
Director of Training

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Atts